



# Job Opportunity

## State Controller's Office

**Position:** Associate Programmer Analyst (Specialist) - Permanent

Statewide

**Location:** 21st Century Project, Personnel/Payroll Services Division  
710 Riverpoint Court, West Sacramento, CA 95605

**Issue Date:** September 21, 2007

**Final Filing Date:** Until Filled

**Contact/Telephone:**  
Ray Slepian, (916) 375-6044

**Who May Apply:** Individuals who are currently in this classification, eligible for lateral transfer or promotion, or reachable on a certification list

**California Relay Service: 1-800-735-2929**

**Position Number(s):** 051-221-1579-018

*Please call (916)323-3055 to request reasonable accommodations*

### Scope of the Position:

The Associate Programmer Analyst reports to the 21<sup>st</sup> Century Project Technical Development Manager (DPM II) and, under the technical direction of the Senior Programmer Analyst, will play an important role in implementing the new statewide Human Resources Management System (HRMS) using industry-leading software from SAP. The Associate PA will be an integral part of a team that works closely with functional teams and consultants to develop specifications and computer programs, and to perform technical analysis and systems problem resolution in support of HRMS system elements. Specific duties include, but are not limited to the following:

### Duties and Responsibilities:

*Candidates must perform the following essential functions with or without reasonable accommodations*

The Associate Programmer Analyst must possess a sound technical background, strong motivation and operate as a team member to:

#### APPLICATION DEVELOPMENT & DEPLOYMENT

- Develop technical specifications, program code, and test SAP core elements including system interfaces, program enhancements, reports, on-line forms, and where necessary, products external to SAP core elements.
- Participate in technical products deployment planning, testing, production release and development support activities.
- Follow policies, procedures, processes, and standards in application development, software quality assurance, configuration, and release management.



The State Controller's Office is committed to providing equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, gender, disability, religious or political affiliation, age, or sexual orientation.



- Participate in the implementation of information security risk management policies, practices, standards, and requirements.

## QUALITY ASSURANCE

- Participate in quality assurance activities including specifications and code reviews, configuration management practices, and support all levels of testing.
- Become familiar with, and maintain compliance with software development practices, standards, and guidelines and with business requirements completion criteria.
- Thoroughly review and unit test all programming work products before release to the next stage in the project development process.

## TECHNICAL ANALYSIS

- Develop technical specifications from functional (business) specifications, evaluate and select design elements that best fit business needs using a combination of SAP elements, data mappings, and by developing code.
- Evaluate and resolve moderately complex technical problems in the development and change management environments.
- Identify, evaluate, and provide input to the definition and solution of technical issues in the development environment.

## TEAM PARTICIPATION & INTERACTIONS

- Work with the Senior and Staff Programmer Analysts and others to provide input to team work-plans and schedules, estimate durations and completion dates, and to report on progress.
- Interact in a positive and productive manner with all individuals and groups internal and external to the project.

## PERSONAL DEVELOPMENT

- Show initiative and ensure general and technical competencies are maintained and in line with industry developments, internal policies and standards.

## **DESIRABLE QUALIFICATIONS:**

### **Attributes:**

- Comfortable in a dynamic environment with shifting demands;
- Enjoys working closely with technical and business professionals;
- Seeks an extensive learning experience;
- Understands, or is looking for, a large-project work experience;
- Motivated to grow professionally and take on expanding responsibilities.

**Desired experience and knowledge (all below not required):**

- Mainframe, COBOL, Natural (4GL), other procedural languages;
- SAP ERP, Peoplesoft or other ERP environments;
- MS Windows based environments;
- SQL, DB2, Oracle, Adabas or other DBMS environment;
- C, C++, or any OO programming language;
- Other environments such as Oracle Forms or PowerBuilder used to develop and support business applications.

**Reasons why you should consider a technical position with the 21<sup>st</sup> Century Project:**

- This is an opportunity to participate in, and contribute to, a multi-year statewide business-critical project.
- You will receive extensive training in SAP HRMS and work with one of the leading business software packages available.
- You will be working in a team environment with energetic and committed professionals while gaining valuable experience that is applicable and marketable statewide.
- The project is located in an office building in West Sacramento with nearby shopping and **FREE PARKING**.

*Applications will be screened and only the most qualified will be interviewed*

**How to Apply:**

**All hires will be subject to a background check.**

**For permanent positions, SROA and Surplus candidates should attach "surplus letters" to their application. Failure to do so may result in your application not being considered.**

Please submit a STD. 678 State Application and Résumé to:

**State Controller's Office**

Personnel/Payroll Services Division

P.O. Box 942850

Sacramento, CA 94250-5878

Attn: Ray Slepian